

APPENDIX C

Scotia Depot 2014 ESOH Aspect and Hazard Inventory Forms

C-1 Scotia Depot Process Environmental Aspect Identification Forms

C-2 Scotia Depot Process Hazard Identification and Risk Assessment Forms

C-3 Scotia Depot ESOH Risk Analysis Worksheet

APPENDIX C-1

Scotia Depot Process Environmental Aspect Identification Forms

Hard copies of this document may not be the current version. Refer to the "I Am The Key" to verify the current version

Process Environmental Aspect Identification (Scotia Office)

Process Name: Maintenance Activities

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

Review the process, list inputs and associated aspects. Determine the impact. Indicate if the aspect is regulated.

Reg (if applicable) = 2 S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = Reg x S x O x D

[illegible]

Process Environmental Aspect Identification (Scotia Office)

Process Name: Office Employee

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

Review the process, list inputs and associated aspects. Determine the impact. Indicate if the aspect is regulated.

Reg (if applicable) = 2 S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = Reg x S x O x D

Input	Aspect	Impact	Controls, BMPs, and Preventive Measures	Reg	S	O	D	RPN
Recycling (paper, cans, bottles)	Recycling	Preservation of Renewable and Nonrenewable Resources	BMP: Recycling	N	3	4	3	36
Office Supplies (toner cartridges)	Recycling	Preservation of Renewable and Nonrenewable Resources	BMP: Recycling	N	3	4	3	36
Batteries	Hazardous Waste	Degradation to land and groundwater quality	Universal Waste Program, Universal Waste Training	Y	4	3	3	72
Cleaning Chemicals	Spills Management	Degradation to land, surface or groundwater quality	Purchase eco-friendly supplies	N	3	3	3	27
Electricity	Resources Utilization	Use of non-renewable resources	BMP: Keep appliances unplugged when not use, BMP: Turn off lights when leaving room, EnergyStar appliances (recommended: install motion sensor lights)	N	5	5	3	75
Water	Resources Utilization	Consumption of non-renewable resources	High efficiency toilets	N	5	5	3	75
HVAC (Natural Gas)	Energy consumption	Consumption of non-renewable resources	BMP: Temperature Control (80 in summer, 68 in winter)	N	2	2	7	28

Input	Aspect	Impact	Controls, BMPs, and Preventive Measures	Reg	S	O	D	RPN
Use of Freon in HVAC	Air Emissions	Degradation to air quality	BMP: Temperature Control (80 in summer, 68 in winter)	N	5	2	2	20

Process Environmental Aspect Identification (Scotia Office)

Process Name: Outloading Operations

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

Review the process, list inputs and associated aspects. Determine the impact. Indicate if the aspect is regulated.

Reg (if applicable) = 2 S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = Reg x S x O x D

Input	Aspect	Impact	Controls, BMPs, and Preventive Measures	Reg	S	O	D	RPN
Supply Dunnage to Truck	Natural Resources Usage	Consumption of renewable and non-renewable resources		N	3	6	1	18
Wooden Pallets	Natural Resources Usage	Consumption of renewable and non-renewable resources		N	3	6	1	18
Material Spill (55 gal drums)	Solid Waste Generation	Degradation to Land and Water Quality	Training, Spill Prevention Kits	Y	6	6	1	72
Fuel Spill	Water	Degradation to Land and Water Quality	Training	N	5	3	1	15

Process Environmental Aspect Identification (Scotia Office)

Process Name: Storage

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

Review the process, list inputs and associated aspects. Determine the impact. Indicate if the aspect is regulated.

Reg (if applicable) = 2 S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = Reg x S x O x D

[illegible]

APPENDIX C-2

Scotia Depot Process Hazard Identification and Risk Assessment Forms

Process Hazard Identification and Risk Assessment (Scotia Office)

Process Name: Maintenance Operations

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = S x O x D

Hazard	Activity	Potential Accident	Controls, BMPs, and Preventive Measures	S	O	D	RPN
Fire	Physical Health and Safety Hazard	Degradation to Human Health	Fire alarms, sprinkler systems	8	1	1	8
Fluorescent Bulbs	Physical health and safety hazard	Degradation to human health		4	2	3	24
Electrical	Physical Health and Safety Hazard	Degradation to Human Health		8	1	1	8
Heights	Physical Health and Safety Hazard	Degradation to Human Health	Fall protection, working in groups, training	8	3	3	72
Pinch Points	Physical Health and Safety Hazard	Degradation to Human Health	Gloves, PPE	5	1	1	5
Strains	Physical Health and Safety Hazard	Degradation to Human Health	BMP: Lifting techniques	5	1	1	5
Flammables	Physical Health and Safety Hazard	Degradation to Human Health	Fire cabinets for storage, Fire alarms, Sprinkler systems	4	1	1	4

Process Environmental Aspect Identification (Scotia Office)

Process Name: Office Employee

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = $S \times O \times D$

[illegible]

Process Hazard Identification and Risk Assessment (Scotia Office)

Process Name: Outloading Operations

Identification Completed By: John Eller

Process Owners: DLA Strategic Materials

Date: 7-23-2014

S: Severity O: Occurrence D: Detectability RPN: Risk Priority Number = $S \times O \times D$

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Scotia Depot ESOH Risk Analysis Worksheet

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INTERPRETIVE GUIDANCE DOCUMENT (IGD)

Environmental, Safety and Occupational Health Management System

TABLE C-3
Scotia ESOH Risk Analysis Worksheet

Task, Input, Process Description	Environmental Aspect/ Safety and Occupational Health Risk	Environmental/Safety and Occupational Health Impact	Severity	Occurrence	Detectability	Regulatory Mission	RPN	Significance Rating Y/N	Comments Recommendations	Concur EMS MGR
Practice: Office Employee Activities										
Recycling (paper, cans, bottles)	Recycling	Preservation of Renewable and Nonrenewable Resources	3	4	3	N	36	N		C
Office Supplies (toner cartridges)	Recycling	Preservation of Renewable and Nonrenewable Resources	3	4	3	N	36	N		C
Batteries	Hazardous Waste	Degradation to land and groundwater quality	4	3	3	Y	72	N		C
Cleaning Chemicals	Spills Management	Degradation to land, surface or groundwater quality	3	3	3	N	27	N		C
Electricity	Resources Utilization	Use of non-renewable resources	5	5	3	N	75	N		C
Water	Resources Utilization	Consumption of non-renewable resources	5	5	3	N	75	N		C
Ergonomics	Physical health and safety hazard	Degradation to human health	4	3	6	N	72	N		C
HVAC (Natural Gas)	Energy consumption	Consumption of non-renewable resources	2	2	7	N	28	N		C
Use of Freon in HVAC	Air Emissions	Degradation to air quality	5	2	2	N	20	N		C

TABLE C-3
Scotia ESOH Risk Analysis Worksheet

Task, Input, Process Description	Environmental Aspect/ Safety and Occupational Health Risk	Environmental/Safety and Occupational Health Impact	Severity	Occurrence	Detectability	Regulatory Mission	RPN	Significance Rating Y/N	Comments Recommendations	Concur EMS MGR
Practice: Outloading Operations										
Supply Dunnage to Truck	Natural Resources Usage	Consumption of renewable and non-renewable resources	3	6	1	N	18	N		C
Wooden Pallets	Natural Resources Usage	Consumption of renewable and non-renewable resources	3	6	1	N	18	N		C
Material Spill (55 gal drums)	Solid Waste Generation	Degradation to Land and Water Quality	6	6	1	Y	72	N		C
Fuel Spill	Water	Degradation to Land and Water Quality	5	3	1	N	15	N		C
Ramp/Chains/Chock	Physical Health and Safety Hazard	Degradation to Human Health	6	4	3	N	72	N		C
Overhead Loads	Physical Health and Safety Hazard	Degradation to Human Health	6	3	4	N	72	N	OSHA	C
Lighting Conditions	Physical Health and Safety Hazard	Degradation to Human Health	6	3	3	N	54	N	OSHA	C
Weather Conditions	Physical Health and Safety Hazard	Degradation to Human Health	5	4	3	N	60	N		C
Mobile Equipment	Physical Health and Safety Hazard	Degradation to Human Health	4	3	3	N	36	N	OSHA – requires forklift license	C

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Scotia ESOH Risk Analysis Worksheet

Task, Input, Process Description	Environmental Aspect/ Safety and Occupational Health Risk	Environmental/Safety and Occupational Health Impact	Severity	Occurrence	Detectability	Regulatory Mission	RPN	Significance Rating Y/N	Comments Recommendations	Concur EMS MGR
Practice: Maintenance Activities										
Used oil/Used oil filters	Hazardous Waste	Degradation to land and ground water quality	4	2	3	Y	48	N		C
Paints	Air Emissions	Degradation of Air Quality	2	2	2	N	8	N		C
Fluorescent Bulbs	Hazardous Waste	Degradation to land and groundwater quality	5	4	3	Y	120	Y		C
Fire	Physical Health and Safety Hazard	Degradation to Human Health	8	1	1	N	8	N	OSHA	C
Fluorescent Bulbs	Physical health and safety hazard	Degradation to human health	4	2	3	N	24	N		C
Electrical	Physical Health and Safety Hazard	Degradation to Human Health	8	1	1	N	8	N	OSHA	C
Heights	Physical Health and Safety Hazard	Degradation to Human Health	8	3	3	N	72	N	OSHA	C
Pinch Points	Physical Health and Safety Hazard	Degradation to Human Health	5	1	1	N	5	N	OSHA	C
Strains	Physical Health and Safety Hazard	Degradation to Human Health	5	1	1	N	5	N	OSHA	C
Flammables	Physical Health and Safety Hazard	Degradation to Human Health	4	1	1	N	4	N	OSHA	C

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Scotia ESOH Risk Analysis Worksheet

Task, Input, Process Description	Environmental Aspect/ Safety and Occupational Health Risk	Environmental/Safety and Occupational Health Impact	Severity	Occurrence	Detectability	Regulatory Mission	RPN	Significance Rating Y/N	Comments Recommendations	Concur EMS MGR
Practice: Storage										
Fuel (Gasoline and Diesel) Storage	Spills Management	Degradation to Land and Water Quality	7	3	3	Y	126	Y		C
Contaminated Raw Material (Tungsten - Can no longer be sold as product)	Solid Waste Generation	Degradation to Land and Water Quality	3	5	1	N	15	N		C

COMMENTS/RECOMMENDATION